

# **Board of Fire Commissioners**

Greenfield Fire District  
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The August 25, 2021 Commissioners Meeting of the Greenfield Fire District was called to order at 7:03 pm at the District Office by Chairman Michael Chandler.

Flag salute, moment of silence.

**Present were:** Commissioners Chandler, Dussault, McGowan, Ramsey (arrived at 7:06 pm), Russo; D/A-Treasurer Petkus, S/K-P/A Ranck. Please see sign in sheet for others in attendance.

## **RESOLUTION #185 APPROVING THE AUGUST 11, 2021 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: McGowan

SECOND: Dussault

RESOLVED to approve the August 11, 2021 Commissioner Meeting Minutes as written.

VOTE: Chandler, yes; Dussault, yes; McGowan, yes; Ramsey, not present; Russo, yes.  
Motion carried.

## **Chairman Chandler asked for questions/comments regarding the abstract:**

## **RESOLUTION #186 APPROVING PAYMENT OF ABSTRACT #16 DATED AUGUST 25, 2021 FROM THE GENERAL FUND, VOUCHER #210351 THROUGH VOUCHER #210367, TOTALING \$34,698.73.**

A3410.1	\$	5,892.21
A3410.2	\$	5,553.45
A3410.4	\$	21,462.31
A9000.8	\$	1,790.76

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Total: \$ 34,698.73

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of Abstract #16 dated August 25, 2021 from the General Fund, Voucher #210351 through Voucher #210367, totaling \$34,698.73.

VOTE: Chandler, yes; Dussault, yes; McGowan, not present; Ramsey, not present; Russo, yes. Motion carried.

## **RESOLUTION #187 APPROVING PAYMENT OF ABSTRACT #7 DATED AUGUST 25, 2021 FROM THE EQUIPMENT RESERVE FUND, VOUCHER #ER21008, TOTALING \$379.95.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #7 dated August 25, 2021 from the Equipment Reserve Fund, Voucher #ER21008, totaling \$379.95.

VOTE: Chandler, yes; Dussault, yes; McGowan, yes; Ramsey, not present; Russo, yes.  
Motion carried.

### **Reports of the Staff:**

- **District Administrator:** Joyce Petkus
  - Gansevoort Fire Department has requested an access card for ETA-241. They also currently have several other access cards that allow them into Co #4 only, and they would like to have access to all the firehouses. The Chief approved this. Brief discussion continued regarding the necessity for them to have access to all the firehouses. Tabled to the next meeting.
  - Received and read thank you letter from the grandparents of Abigail Jenks.
- **Purchasing Agent:** Don Ranck
  - Co #1 and #2 sealcoating should be completed by Friday afternoon. Brief discussion continued.
  - Requested permission to surplus old masks, helmets, and turnout gear, and would like to go through the Capital Area Association program to donate to local area fire departments or overseas. Brief discussion continued. Board approved. A/C Coffey had noted Captain Marshall requested to have his old helmet as a memento. Board okayed if the helmet is out of date. Brief discussion continued.
- **Treasurer:**
  - Nothing at this time.

### **Firefighter/Auxiliary New Members/Requests for Change in Membership:**

Co #2: Levi Barss, Cody Cleveland, Timothy Leary, Anthony Lloyd – memberships terminated due to lack of activity.

Co #4: Connor Krueger and Kendra Treadway, will be moving out of District. Brief discussion continued.

Co #4: Auxiliary applicants Mary Richmond and Laura Scala.

## **RESOLUTION #188 GIVING THE CHAIRMAN PERMISSION TO SIGN ABOVE FIREFIGHTER CHANGES IN MEMBERSHIP AND AUXILIARY NEW MEMBER APPLICATIONS.**

MOTION: McGowan

SECOND: Dussault

RESOLVED to give the Chairman permission to sign above firefighter changes in membership and auxiliary new member applications.

VOTE: All in favor, motion carried.

### **Report of the Chief – Jonathan Davis:**

- Excused.

### **Reports from Companies:**

#### **Company #1 – A/C Coffey**

- Requested a couple of clocks for the training room.
- Will be filling out a report, but found a hole in the jacket of a length of 1<sup>3</sup>/<sub>4</sub>" hose.
- Questioned the number of people that have access to the firehouses. Joyce has on her list of To Do's.

**Company #2 – D/C Richards:**

- All good.

**Company #3 – D/C Ellsworth:**

- The new doors look good, thanks to Larry. They would like to have the windows tinted. Brief discussion continued. Commissioner Chandler added that sensors will be put on the bottoms of the panels.
- Captain Thurman requested a couple of battery operated DeWalt chain saws and another cutoff saw; the company is willing to purchase them if the Board does not. Information was sent to Don. Lengthy discussion continued. Concerns noted regarding other companies wanting them, purchasing them for the other companies, necessity of running the batteries down, concern if using battery operated tools on roofs, purchasing the equipment for the other companies next year or on an as needed basis, A chain saw costs \$350 and includes a battery and charger, and the circular (cutoff) saw costs \$850 and includes 2 batteries and 1 charger. Board agreed to purchase one of each, Co #3 to purchase the 2<sup>nd</sup> chain saw. Money to come out of Operations.
- Captain Thurman noted the company would like to buy the tablets, and sent the information over to Don. The Chief referred Don to someone at AT&T who he has spoken to, and he is working on trying to get the district a better deal. Brief discussion continued.

**Company #4:**

- No one present this evening.

**District EMS Coordinator Report: Christian Alvord**

- Not present this evening.

**Report of the Training Committee: Captain W. Chandler**

- FAST training is tomorrow evening.
- Summit drill was last night.

**Reports of the Commissioners:**

- Dussault
  - No Planning Board meeting this month.
  - Next meeting is September 15<sup>th</sup> and there will probably be discussion regarding the Verizon tower over by McGregor links.
  - There is an access road across from Pizza Time where new homes are being built; he will be inquiring about this development as it is in the fire district's coverage area.
- McGowan
  - AFG is coming up. Expecting a packet from Grantmasters. Brief discussion continued.
- Ramsey
  - Nothing at this time.
- Russo
  - Nothing at this time.
- Chandler
  - Received a price for of \$1,250 for a 10x10 dumpster pad at Co #3; Larry will need to do the prep. Board approved. Brief discussion continued regarding quote thresholds. Purchasing Policy reviewed and thresholds updated as follows:
    - Materials or equipment costing \$3,000 to \$4,999 shall be submitted with a minimum of two written price quotes.
    - Materials or equipment costing \$5,000 to \$19,999 shall be submitted with a minimum of three written price quotes.

# RESOLUTION #189 APPROVING ABOVE CHANGES TO THE PURCHASING POLICY.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve the above changes to the Purchasing Policy.

VOTE: All in favor, motion carried.

- Sent out pictures of the new rescue trailer earlier today. Should be delivered sometime next week. The Treasurer noted if payment is due at delivery the Board would need to approve it tonight, or it will have to wait until the September 8<sup>th</sup> meeting for approval. Don questioned what type of lettering is wanted. Brief discussion continued. Joyce to get plates for old one after new one is delivered.
- A special guest has been added to next month's agenda in reference to the trail they want to put across the property at Co #4. Brief discussion continued.
- Met with Bill Reid in reference Co #2 back roof over the pad; waiting for quote.
- Would like to hold off on the purchase of the tractor until there are some in stock to look at. Board agreed.

## **Reports of the Town Board/Planning Board Liaisons**

- **Town of Greenfield:** Ramsey
  - Nothing at this time.
- **Town of Wilton:** Dussault
  - See above.

## **District Policy Review:**

- Firefighter Training and Officer Requirements: Commissioner Ramsey questioned the amount of time needed for the Officer positions. Discussion continued. To be added to the District Chief prerequisites:
  - "Meets all of the qualifications for Deputy Chief/Assistant Chief".Joyce to make change; added to September 8<sup>th</sup> meeting agenda for review/approval.

## **Special Topics of Discussion/Final Comments:**

- Review and discussion regarding the draft 2022 budget spreadsheet, with any questions answered by the Treasurer and/or the Purchasing Agent, including:
  - Personnel benefits;
  - .2 decrease in Pagers line item;
  - 16 SCBA bottles will need to be purchased in 2022;
  - Moving some money from Operations to Repairs, Building, Maintenance & Grounds partially due to the increase in sealcoating costs;
  - Copier lease;
  - IT line item covering Halligan, ER, MyTechs;
  - Additional \$500 added for a website update next year;
  - Co #2 Ansul system;
  - Review of the changes made in the .8 Employee Benefits accounts, including the recent changes to the Cancer coverage law.

No changes made to draft 2022 budget at this time. Added to the September 8<sup>th</sup> agenda for further discussion.

- Captain Chandler noted the Explorers would like to do a drive through Chicken BBQ fundraiser sometime in September. Joyce noted if she receives a flyer, she can distribute and post it accordingly. The Board requested he bring back a date and details to the September 8<sup>th</sup> meeting for Board approval.

- Captain Chandler requested adding two more advisors to the Explorer Program; firefighters Darren Barss and Scott Hays; believes the cost will be \$20.
- Captain Chandler will work with Don to get more helmet shields and T-shirts for the Explorers; there is \$461 left in the Explorer account.
- A/C Coffey questioned the status of the flagpole; it has been delivered. Co #1 will take care of hydrant. Brief discussion continued.
- Firefighter L. Ramsey noted he has secured 2 buses from Don Brown Buses for the upcoming bus drill. Captain Chandler noted he is currently working with the Town.

## RESOLUTION #190 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

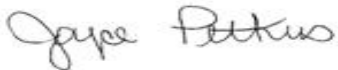
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Chandler with a second from Commissioner Ramsey to adjourn the meeting at 8:16 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus

District Administrator/Treasurer